



**SHAHJAHANABAD REDEVELOPMENT CORPORATION**  
**GOVT. OF NCT OF DELHI**  
**2ND LEVEL: A WING**  
**VIKAS BHAWAN-II : DELHI 110054**  
**CINU92322DL2008NPL177534**

**RECRUITMENT NOTICE**

Shahjahanabad Redevelopment Corporation (SRDC), a Company under the Government of NCT of Delhi, invites applications from Indian Nationals for the following positions for appointment on deputation/ contract basis:-

S.No	Name of post	Number of post	Mode of Engagement	Approved pay scale (Rs.)
1.	Deputy Director (Engineering Works)	01	Deputation/ Contract	15600 - 39100, Grade Pay-6600/-
2.	Deputy Director (Urban Planning)	01	Deputation/ Contract	15600/- 39100, Grade Pay- 6600/-
3.	Manager (IT)	01	Deputation	15,600 – 39,100 Grade Pay - 5400
4.	Manager (Administration)	01	Deputation	9300 – 34800 Grade Pay – 4800
5.	Junior Engineer (Civil)	01	Deputation/ Contract	9300 - 34800 Grade Pay-4200/-
6.	Cashier-cum-Accountant	01	Deputation	9300 - 34,800 Grade Pay- 4200/-
7.	Junior Architect	02	Contract	28,000/- Per month (Fixed)
8.	Junior Archaeologist	01	Contract	28,000/- Per month (Fixed)
9.	Personal Assistant	05	Contract	15000/- Per month (Fixed)
10.	Data Entry operator	04	Contract	14000/- Per month (Fixed)
11.	Class IV (MTS)	06	Contract	Minimum wage for un-skilled

Shortlisted candidates shall be called for an interview, Interested and eligible candidates may send their Resumes alongwith attested copies of requisite certificates to "Deputy General Manager (Project and Administration), Shahjahanabad Redevelopment Corporation, 2<sup>nd</sup> Level, A-Wing, Vikas Bhawan-II, Civil Lines, Delhi-110054, so as to reach this office by 06:00 PM on 31<sup>st</sup>, March, 2016. Further, the details regarding eligibility criteria, qualification, experience, duties & responsibilities etc. may be seen at "Career section" <http://srdc.delhigovt.nic.in>. Contact Telephone No: 011-23813268.

**MANAGING DIRECTOR,SRDC**



शाहजहानाबाद पुनर्विकास निगम  
राष्ट्रीय राजधानी क्षेत्र दिल्ली सरकार, दूसरा- तल, ए विंग  
विकास भवन-II : दिल्ली - 110054  
CINU92322DL2008NPL177534

## भर्ती नोटिस

राष्ट्रीय राजधानी क्षेत्र दिल्ली सरकार के तहत एक कंपनी, शाहजहानाबाद पुनर्विकास निगम (एसआरडीसी), द्वारा प्रतिनियुक्ति / संविदा के आधार पर नियुक्ति के लिए निम्नलिखित पदों हेतु भारतीय नागरिकों से आवेदन आमंत्रित किये जाते हैं।

क्र. सं.	पद का नाम	पद की संख्या	नियुक्ति की विधि	अनुमोदित वेतनमान (रुपये में)
1.	उप निदेशक (इंजीनियरिंग वर्क्स)	01	प्रतिनियुक्ति / संविदा	15600 - 39100, ग्रेड पे -6600/-
2.	उप निदेशक (शहरी नियोजन)	01	प्रतिनियुक्ति / संविदा	15600/- 39100, ग्रेड पे - 6600/-
3.	प्रबंधक (आईटी)	01	प्रतिनियुक्ति	15,600 – 39,100 ग्रेड पे - 5400
4.	प्रबंधक (प्रशासन)	01	प्रतिनियुक्ति	9300 – 34800 ग्रेड पे – 4800
5.	कनिष्ठ इंजीनियर (सिविल)	01	प्रतिनियुक्ति / संविदा	9300 - 34800 ग्रेड पे -4200/-
6.	खजांची -सह- लेखाकार	01	प्रतिनियुक्ति	9300 - 34,800 ग्रेड पे - 4200/-
7.	कनिष्ठ वास्तुकार	02	संविदा	28,000/- प्रति माह (स्थिर)
8.	कनिष्ठ पुरातत्त्ववेत्ता	01	संविदा	28,000/- प्रति माह (स्थिर)
9.	निजि सहायक	05	संविदा	15000/- प्रति माह (स्थिर)
10.	डेटा एंट्री ऑपरेटर	04	संविदा	14000/- प्रति माह (स्थिर)
11.	चतुर्थ श्रेणी (एमटीएस)	06	संविदा	न्यूनतम मजदूरी (अकुशल)

सूचीबद्ध प्रत्याशी को साक्षरता के लिए बुलाया जायेगा। इच्छुक प्रत्याशी अपेक्षित प्रमाणपत्रों की सत्यापित प्रति सहित अपने बायोडाटा " उप महाप्रबंधक ( परियोजना एवं प्रशासन ), शाहजहानाबाद पुनर्विकास निगम,राष्ट्रीय राजधानी क्षेत्र, दिल्ली सरकार, दूसरा- तल, ए विंग, विकास भवन-II : दिल्ली – 110054" को भेज सकते हैं, जो कार्यालय में 31 मार्च, 2016, सांय 06:00 बजे तक पहुँच जाने चाहिए। पात्रता मानदंड, योग्यता, अनुभव, कर्तव्यों और जिम्मेदारियों आदि से सम्बंधित विस्तारित विवरण <http://srdc.delhigovt.nic.in> से "Career section" पर देख सकते हैं। संपर्क का टेलीफोन नं. - 011-23813268.

प्रबंध निदेशक, एसआरडीसी



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SHAHJAHANABAD REDEVELOPMENT CORPORATION  
GOVT. OF NCT OF DELHI  
2ND LEVEL, A-WING, VIKAS BHAWAN-II  
CIVIL LINES, DELHI-110054  
CINU92322DL2008NPL177534

**Name of Post: Deputy Director (Engineering Works) (1 Post)**

**Duties & Responsibilities:**

- (i) To promote conservation of built and natural heritage in the National Capital Territory of Delhi which needs to be protected, nourished and maintained by all citizens.
- (ii) Conservation as an attitude in the city's urban development process, conservation of the civic and urban heritage which would include architecturally significant and artisan works, historical landmarks and living monuments having socio-cultural value not with the motive or profit.
- (iii) To conserve heritage buildings, heritage zones and other areas of significant value.
- (iv) To protect and improve environmental assess of the city such as the riverfront, ancient city walls, gates, bridges, vistas, public places, edicts and rock out formations.
- (v) To take steps to improve civic services such as Water Supply, Sewerage, Electricity Supply and Public Transport in NCT of Delhi and for this purpose to raise or arrange funding from, and / or otherwise capitalize as far as possible sources such as the Jawaharlal Nehru Nation Urban Renewal Mission (JNNURM) or similar schemes as may be introduced from time to time.
- (vi) Conceptualization, formulation and preparation of Projects and Project Reports for:-
  - a. Urban Planning including Conservation, Preservation, Restoration, Redevelopment of Historical Areas / Monuments, Heritage and Heritage Tourism.
  - b. Prepare of Cost – Estimates of the Projects.
- (vii) Prepare Cost Estimates with Traditional material.
- (viii) Preparation, Evaluation & Assessment of civil works estimates for modern and historic buildings.
- (ix) Execution and Monitoring of various projects.
- (x) Quality control and maintenance of standards , etc.
- (xi) Preparation of Guidelines for reuse of historic buildings.
- (xii) Coordination with MCD, DJB, BSES, DDA, ASI and other Government agencies.
- (xiii) Any other work assigned by the General Manager / Managing Director / Chairman of SRDC.

Contd/-.....

**Eligibility Criteria:****1. Qualification****Essential**

BE / B.Tech in Civil Engineering or equivalent Degree with minimum 55% marks from a recognized University.

**2. Experience**

(a) **Essential:** 10 Years including atleast 5 Years experience or working in Historical Cities / Areas and preparing Cost –Estimates with traditional material.

(b) **Desirable:** Experience of working in the field of Conservation of Heritage, Redevelopment of historical areas / Urban Planning, Environmental projects.

**Age - Maximum 40 years**

**Mode of Recruitment / Emoluments**

- (i) **On Contractual - For 3 Years (Initially for one year to be renewed on yearly basis) – Rs. 53,000/- p.m. Consolidated (Including TPA).**
- (ii) **Deputation - Scale of Pay of Rs. 15,600 – 39,100, Grade Pay of Rs. 6600/-**



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**SHAHJAHANABAD REDEVELOPMENT CORPORATION**  
**GOVT. OF NCT OF DELHI**  
**2ND LEVEL: A WING**  
**VIKAS BHAWAN-II : DELHI 110054**  
**CINU92322DL2008NPL177534**

**Name of Post: Deputy Director (Urban Planning) (1 Post)**

**1. Duties and Responsibilities:**

- (i) To promote conservation of built and natural heritage in the National Capital Territory of Delhi which needs to be protected, nourished and maintained by all citizens.
- (ii) Conservation as an attitude in the city's urban development process, conservation of the civic and urban heritage which would include architecturally significant and artisan works, historical landmarks and living monuments having social-cultural value not with the motive or profit.
- (iii) To protect and improve environmental assets of the city such as the riverfront, ancient city walls, gates, bridges, vistas, public places, edicts and rock cut formations.
- (iv) To take steps to improve civic services such as Water Supply, Sewerages, Electricity Supply and Public Transport in NCT of Delhi and for this purpose to raise or arrange funding from, and / or otherwise capitalize as far as possible sources such as the Jawaharlal Nehru National Urban Renewal Mission (JNNURM) or similar schemes as may be introduced from time to time.
- (v) Conceptualization, formulation and preparation of Projects and Project Reports for Urban Planning including Conservation, Preservation, Restoration, Redevelopment Revitalization of Historical Areas / Monuments, Heritage and Heritage Tourism.
- (vi) Preparation of development plans for revitalization of Shahjahanabad.
- (vii) Preparation of standards of redevelopment/ revitalization projects.
- (viii) Preparation, Evaluation and Assessment of Detailed Project Reports for Urban level projects.
- (ix) Preparation of guidelines for development works in Shahjahanabad / historic precincts.
- (x) Preparation, Evaluation & Assessment of heritage area Management Plans.
- (xi) Preparation of GIS maps.
- (xii) Monitoring of Project works.
- (xiii) Identification & Formulation of redevelopment / infrastructure projects.
- (xiv) Preparation of guidelines and manuals etc for thematic heritage tourism development.
- (xv) Any other work assigned by the General Manger / Managing Director / Chairman of SRDC.

**Contd/-.....**

## **2. Eligibility Criteria**

a) **Qualification** – Post Graduation Degree in Urban Planning / Town Planning / City Planning / Urban Designing with minimum 55 % marks from a recognized university or equivalent. Registration with Council of Architecture essential.

b) **Experience** –

### **Essential**

10 Years experience of Urban Planning / Designing,

### **Desirable**

Experience of working in the field of Conservation of Heritage, Redevelopment of historical areas /Urban Planning, Environmental projects.

**Age** - **Maximum 40 Years**

## **3. Mode of Recruitment / Emoluments**

- (i) **Deputation** – Scale of Pay of Rs. 15,600 – 39,100, Grade Pay of Rs. 6600/-
- (ii) **Contractual** – **For 3 Years ( Initially for one year to be renewed on yearly basis) Rs. 53,000/- p.m. Consolidated (Including TPA)**



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**Name of Post : Manager (IT) (01 Post)**

**1. Duties & Responsibilities:**

- (i) Coordinates a variety of projects and / or activities for the purpose of ensuring compliance with established guidelines.
- (ii) Designs technical courses for the purpose of training personnel in the use of computer applications.
- (iii) Engineers computer networks for the purpose of providing reliable communication applications
- (iv) Maintains computer hardware and software applications through the use of service contractors for the purpose of ensuring availability of instructional materials and district operations.
- (v) Participates in meetings, workshops and seminars for the purpose of conveying and/ or gathering information required to perform functions.
- (vi) Performs personnel functions (e.g. Interviewing, evaluating, supervising, etc.)\_for the purpose of maintaining adequate staffing, enhancing productivity of personnel and achieving objectives within budget.
- (vii) Prepares a variety of materials (e.g. reports, memos, letters, procedures, manual, etc.) for the propose of documenting activities, providing written reference, and /or conveying information Researches software application and hardware requirements for the purpose of previewing products to provide recommendations regarding applications and purchases.
- (viii) Serves as liaison to software/hardware providers for the purpose of conveying and/or receiving information and coordinating district activities.
- (viii) Any other duties assigned by Chairman/Managing Director/Board.

**2. Eligibility Criteria:**

- a) Officers holding analogous posts on regular basis:or
- b) With three years regular service in posts in the scale of Rs.5500-900 (ore-revised) or equivalent:

or

c) Possessing the educational qualifications and experience prescribed below:

(i) Masters Degree in Computer Application/Computer Science or M.Tech (with specialization in Computer Application) or BE/B.Tech. in Computer Engineering/Computer Technology of a recognized University or equivalent with 2 years experience of electronic data processing work including experience of actual programming.

or

(ii) Degree in Computer Application/Computer Science / Degree in Electronics/ Electronics and Communication Engineering from a recognized University or equivalent with 5 years experience in Electronic Data Processing out of which at least 2 years experience should be in actual Programming:

or

(iii) Masters Degree of a recognized University or equivalent or Degree in Engineering of a recognized University or equivalent 7 year's experience of Electronic Data Processing out of which at least 2 years experienced should be in actual programming.

### **3. Mode of Recruitment /Emoluments**

(i) **Deputation:** Scale of Pay of Rs.15,600- 39,100, **Grade Pay: Rs.5400/-**





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**Name of Post : Manager Administration (01 Post)**

**1. Eligibility Criteria:**

Office Superintendents working in Pay Band 2 with Grade pay of Rs. 4600/- with three years experience of the post of Head Clerk in the above mentioned Scale of Pay Band with Grade Pay Rs.4200/- having five years of experience of the post.

**2. Mode of Recruitment:**

**Deputation:** On deputation from the Department of the Govt. of NCT of Delhi.

**3. Emoluments:**

Scale of Pay Rs.9,300-34,800 Grade Pay of Rs.4800/-.



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**Name of Post: Junior Engineer (Civil) (01 Post)**

**1. Duties & Responsibilities:-**

- (i) All matters pertaining to Civil Engineering of the projects of SRDC.
- (ii) Any other work assigned by GM, MD, Chairman, SRDC.

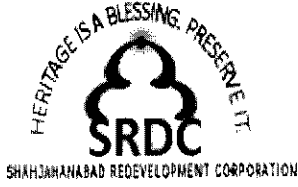
**2. Eligibility Criteria:**

- 1. **Qualification** - Degree or equivalent in Civil Engineering from a Recognized University with minimum 55% marks
- 2. **Experience**
  - (a) **Essential:** Minimum 2 Years
  - (b) **Desirable:** Experience of working in Historical Cities / Areas.

**Age** - **Maximum 30 Years**

**3. Mode of Recruitment / Emoluments**

- (i) **Deputation** - Scale of Pay of Rs. 9,300 – 34,800, Grade Pay of Rs. 4,200/-
- (ii) **Contractual** – **For 3 Years (Initially for one year to be renewed on yearly basis) Rs.28,000/- p.m. Consolidated (Including TPA)**



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CINU92322DL2008NPL177534

**Name of Post : Cashier-Cum-Accountant (01 Post)**

**1. Eligibility Criteria:**

At least 03 years service working knowledge of Ms-Office.

**2. Desirable:**

Working Knowledge of Tally Software

**3. Mode of Recruitment:**

**Deputation :** On deputation from the Department of the Govt. Of NCT of Delhi.

**4. Emoluments:**

Scale of Pay Rs.9300-34800 with Grade Pay of Rs.4200/-.



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CINU92322DL2008NPL177534

**Name of Post: Junior Architect (02 Posts)**

**1. Duties & Responsibilities:-**

- (i) Preparation of development Plans for revitalization of Shahjahanabad.
- (ii) Preparation of standards for redevelopment / revitalization of projects.
- (iii) Preparation, evaluation and assessment of Detailed Project Reports for Urban Level projects.
- (iv) Preparation of guidelines for development works in Shahjahanabad / historic precincts.
- (v) Preparation, evaluation & assessments of heritage area management Plans.
- (vi) Preparation of GIS maps.
- (vii) Monitoring of project works.
- (viii) Identification & formulation of redevelopment / infrastructure projects.
- (ix) Preparation of guidelines and manuals etc for thematic heritage tourism development.
- (x) Any other work assigned by GM , MD, Chairman, SRDC.

**2. Eligibility Criteria:**

1. **Qualification** - Degree of Architects from a recognized University with minimum 55% marks.

2. **Experience**

(a) **Essential:** Minimum 2 Years

(b) **Desirable:** Experience of working in the field of conservation of Heritage, Redevelopment of historical areas / Urban Planning, Environmental projects preparing Cost- Estimates with traditional material.

**Age** - **Maximum 30 Years**

**3. Mode of Recruitment / Emoluments**

- (i) **Deputation** - Scale of Pay of Rs. 9,300 – 34,800, Grade Pay of Rs. 4,200/-
- (ii) **Contractual** – **For 3 Years (Initially for one year to be renewed on yearly basis) Rs.28,000/- p.m. Consolidated (Including TPA)**



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GOVT. OF NCT OF DELHI  
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**Name of Post : Junior Archaeologist (01 Post)**

**1. Duties & Responsibilities:-**

- (i) Preparation of excavation reports and supervision of execution of the projects.
- (ii) Any other work assigned by the GM, MD, Chairman, SRDC.

**2. Eligibility Criteria:**

1. **Qualification** - Masters in Archaeology / Heritage Management Or Diploma Archaeology.
2. **Experience**
  - (a) **Essential:** Minimum 2 Years in the field of excavation / archaeological sites.

**Age** - **Maximum 35 Years**

**3. Mode of Recruitment / Emoluments**

- (i) **Deputation** - Scale of Pay of Rs. 9,300 – 34,800, Grade Pay of Rs. 4,200/-
- (ii) **Contractual** – **For 3 Years (Initially for one year to be renewed on yearly basis) Rs.28,000/- p.m. Consolidated (Including TPA)**



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**Post Name: Personal Assistant (05 Post)**

**1. Duties and Responsibilities**

- a) Dictation work, typing work from officers of SRDC.
- b) Any other duties assigned by Chairman/Managing Director/Board.

**2. Qualification Requirement**

- a) 10+2/Graduation in any discipline.
- b) 80 words per minute in shorthand.
- c) 30 words per minute in typing.
- d) Working knowledge of Computers (Microsoft Office)

**3. Desirable:** Work experience in Central Government/State Government offices.

**3. Mode of Recruitment / Emoluments**

- a) On Contract basis.
- b) Approved pay scale: Rs. 15,000/-



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**Name of Post : Data Entry Operator (04 Posts)**

**1. Duties and Responsibilities**

- a) Assisting Advisor/ Consultant (Legal) /Consultant (Coordination) in typing work.
- b) Any other duties assigned by Chairman/Managing Director/Board.

**2. Educational Qualification**

- a) 10+2/Graduation in any discipline
- b) 8000 key depression per hour.

**3. Mode of Recruitment / Emoluments**

- a) On Contract basis.
- b) Approved pay scale: Rs. 14,000/-



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**Name of Post: Group D (MTS) (Peon, sweeper, driver, etc.) (06 Post)**

**1. Duties and Responsibilities**

- a) Assisting to staff of SRDC
- b) Any other duties assigned by Chairman/Managing Director/Board.

**2. Qualification Requirement**

10<sup>th</sup> Pass

**3. Mode of Recruitment / Emoluments**

On Contract basis on Minimum Wage.